



PDIS Trainer Credential Overview

The purpose of the Trainer Credential is to document a trainer's knowledge and expertise related to the Colorado Competencies for Early Childhood Educators and Administrators as established through the Early Childhood Professional Credential, a trainer's knowledge and expertise in Adult Learning and Training Design, and to support the trainer's ongoing professional development. Trainers interested in providing training in broad early childhood topics should apply for a Basic, Intermediate or Advanced Trainer Credential.

Trainer Credential requirements include:

Basic (3 year award period)

- EC Professional Credential Level III
- PDIS Adult Learning & Training Design OR Acceptable Equivalent
- Completed Core Competencies for Trainers Self-Assessment
- At least one goal established for the role of trainer in the Individual Professional Development Plan
- A Description of Experience Supporting Adults to be included in the Trainer Bio

BASIC RENEWAL:

- Current Early Childhood Professional Credential Level III
- Active Individual Professional Development Plan with goal focused on role of trainer
- Evidence* of having taught 3 courses/workshops in the past 3 years
- **IMPORTANT NOTE: Please print out your initial Trainer Credential certificate before you apply for a renewal. The system *does not* keep a record of your initial Trainer Credential when you are awarded a renewal!**

Intermediate (3 year award period)

- EC Professional Credential Level IV
- PDIS Adult Learning & Training Design OR Acceptable Equivalent
- Completed Core Competencies for Trainers Self-Assessment
- At least one Goal established for the Role of Trainer in the PD Plan
- A Description of Experience Supporting Adults to be included in the Trainer Bio

INTERMEDIATE RENEWAL:

- Current Early Childhood Professional Credential Level IV
- Active Individual Professional Development Plan with goal focused on role of trainer
- Evidence* of having taught 3 courses/workshops in the past 3 years



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Advanced (3 year award period)

- EC Professional Credential Level V
- PDIS Adult Learning & Training Design OR Acceptable Equivalent
- Completed Core Competencies for Trainers Self-Assessment
- At least one Goal established for the Role of Trainer in the PD Plan
- A Description of Experience Supporting Adults to be included in the Trainer Bio

ADVANCED RENEWAL:

- Current Early Childhood Professional Credential Level V
- Active Individual Professional Development Plan with goal focused on role of trainer
- Evidence* of having taught 3 courses/workshops in the past 3 years
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Specialty (3 year award period)

The Specialty Trainer Credential is intended for individuals who provide training on topics that are not specifically focused on early childhood, but that are relevant for early childhood professionals. For example, a business training provided by an accountant; a health, safety or nutrition training provided by a nurse; or, a specialized mental health or intervention strategies training provided by a mental health professional. The specialized knowledge area documented by the trainer must be directly related to the content of the training.

Specialty Trainer Credential requirements include:

- A Description of Experience Supporting Adults to be included in the Trainer Bio
- Documentation of Specialized Knowledge Area (for example: certification, degree, license)
- Specialty Training Description

SPECIALTY RENEWAL:

- A current license, degree, certificate, or credential that demonstrates a specialized knowledge area
- A description of the specialty training
- Evidence* of having taught 3 courses/workshops in the past 3 years
- **IMPORTANT NOTE:** Please print out your initial Trainer Credential certificate before you apply for a renewal. The system **does not** keep a record of your initial Trainer Credential when you are awarded a renewal!

*Evidence of having taught three courses/workshops could be one of these items for each course/workshop:

- Completions of courses that have been through the Colorado Shines Training Alignment Process (with event registration and completion occurring through PDIS)

OR

- Syllabus or training outline used to facilitate the event(s)

OR

- Written self-reflection based on course evaluations (The [Trainer Competencies](#) may also be helpful during self-reflection exercises). Please upload a document with written answers to the following questions:

- According to the participants, what went well during the training?
- According to the participants, what could have been improved in my training?
- As I reflect on my experience during the training, what did I notice/learn?
- What adjustments will I make the next time I facilitate this training?

OR

- Written self-reflection based on a video of yourself teaching a course/workshop such as is required to maintain EQIT Instructor Active Status annually (The [Trainer Competencies](#) may also be helpful during self-reflection exercises). Please upload a document with written answers to the following questions**:

- Why I chose to observe myself during this course/workshop and what I thought I might see.
- What did I notice/learn about myself as I was teaching?
- What did I notice/learn about the participants?
- What will I remember/apply to my next training?

**For those who have done this reflection for EQIT, please contact Lisa Matter (lisa.matter@state.co.us) and she will send your answers to you!

Learn more about all PDIS Credentials [HERE](#). If you have further questions, please contact the PDIS Help Desk at pdishelp@cde.state.co.us or 1.844.447.4441, option 2.